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GOVERNOR

STATE OF MICHIGAN  
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## DRUG FREE WORKPLACE NOTICE

September 15, 2005

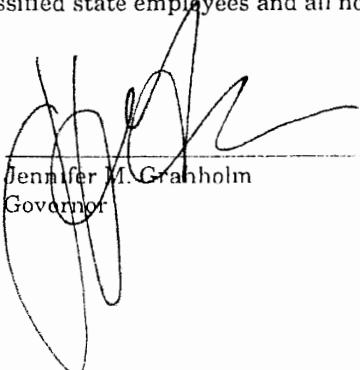
The State of Michigan as an employer recognizes that any improper use of controlled substances, particularly in the workplace, is a subject of concern to our society. Michigan law prescribes criminal penalties for certain types of controlled substances use. The safety, economic, and public accountability consequences of workplace drug use are among the most complex and serious issues facing employers, employees, and unions throughout this nation. As an employer of more than 55,000 classified and unclassified employees and officials, our state is instituting appropriate steps, consistent with law, to deter the incidence of illicit drug use among employees as one means of promoting a safe and productive workplace. These steps include the education of employees about the dangers of such drug use and the implementation of mandatory drug and alcohol testing policies and programs. Such programs have been approved by the Michigan Civil Service Commission as the result of collective bargaining and through rule changes for non-exclusively represented employees.

While we in Michigan state government can take pride in and continue these achievements, we must also recognize and respond to policy approaches from outside state government, as well as comply with the federal requirements.

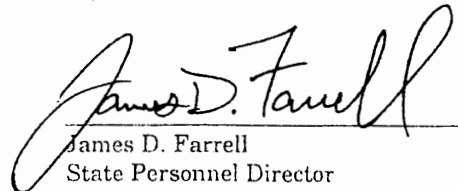
The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in all State of Michigan workplaces. An employee or official who violates this prohibition will be subject to disciplinary action up to and including dismissal as circumstances warrant.

Employees must 1) abide by the terms of this notice; and 2) must notify Human Resources in their respective state departments in writing within five calendar days from the date of a conviction if they are convicted for a violation of a criminal drug statute occurring in the workplace. Human Resources will notify the Office of Drug Control Policy of any convictions.

Under the Federal Drug-Free Workplace Act of 1988, which went into effect March 18, 1989, the state has adopted additional safeguards against workplace drug involvement. In the spirit and letter of the law, we are renewing our commitment to these provisions which are consistent with negotiated labor contracts and Civil Service rules. The provisions are applicable to all classified state employees and all non-elected officials in state departments.



Jennifer M. Granholm  
Governor



James D. Farrell  
State Personnel Director